

APPLICATION INSTRUCTIONS

The following descriptive information will assist you in completing your application.

1. **Financial Need.** Consideration will be given to qualified applicants who, in addition to outstanding academic achievement and leadership skills, demonstrate financial need. If a graduate, you must ask your institution to send an official Financial Aid Statement for your senior year of college. If you have received Pell grants, please attach copies of your award documents. If you did not receive financial aid, please state reason on a separate sheet of paper.
2. **Undergraduate Education/Course Work and Grades.** Emphasis will be placed on the academic rigor of undergraduate course work taken in six undergraduate subject areas: 1) English; 2) Mathematics/Quantitative Courses; 3) Sciences; 4) Economics/Business or Management; 5) Government/Political Science; and 6) Foreign Language Studies. Emphasis is on performance in undergraduate course work and program of study.
Graduate Education. List all graduate schools to which you have applied.
3. **College or Community Honors and Awards.** All honors and awards received during undergraduate education.
4. **Extracurricular/Community/Volunteer and Leadership Activities.** List the following: 1) Participation in extracurricular/community/volunteer activities that relate to social causes and issues; and 2) leadership roles in those activities, such as creating a program within your community or your college/university and/or serving as president, leader, and/or spokesperson of such programs, organizations or activities.
5. **Personal Statement (maximum: two typed, double-spaced pages; 12-point type font; one-inch margins on all sides. NO EXCEPTIONS TO THESE GUIDELINES.)** Your personal statement is very important. It should be clearly written and should help the reader to learn about your unique personal experiences, your background, interests and career goals. In writing your personal statement, you should address ALL of the following:
 - Any disadvantages or obstacles you had to overcome to obtain your education (such as low-income background; single-parent household; need to finance your own education by working full or part time; low GPA in high school; etc.).
 - Your cultural sensitivity (illustrated by interest in foreign language; exposure to other cultures; volunteer or paid work experiences with people of various cultures or socioeconomic groups; tutoring or teaching experience; etc.).
 - Your diverse interests and background (demonstrated by such activities as living, traveling, studying or performing volunteer work outside the United States; internships with international organizations, Congress, or the Federal government; work with the Peace Corps or AmeriCorps, etc.).
 - Your interest, motivation and commitment to a career in international relations and/or public service; and/or serving the public in a domestic or international environment (interest in working within government, Foreign or Civil Service, Congress, the United Nations, the World Bank, the Organization of American States, etc.).
6. **Two Letters of Recommendation.** One letter should be from a community leader who knows you. One letter should be from a university or faculty member who knows you. Letters of recommendation must be MAILED DIRECTLY to Dr. Richard Hope at the address below.

The Application and Supporting Documents must be received by
February 21, 2003 (Undergraduate), February 28, 2003 (Graduate)

Submit all materials to:

Dr. Richard O. Hope
Director, Foreign Affairs Fellowship Program
The Woodrow Wilson National Fellowship Foundation
P.O. Box 2437
Princeton, N.J. 08543-2437

Courier Address:

5 Vaughn Drive, Suite 300, Princeton, NJ 08540-6313
<http://www.woodrow.org>



U.S. Department of State

* OMB APPROVAL NO. 1405-0143
EXPIRES: 05-31-2005
ESTIMATED BURDEN: 2 Hours

THOMAS R. PICKERING FOREIGN AFFAIRS FELLOWSHIP PROGRAM

You must check one ☐ Undergraduate ☐ Graduate

APPLICATION DEADLINE (A) UNDERGRADUATE: FEBRUARY 21, 2003 (B) GRADUATE: FEBRUARY 28, 2003

Participation open ONLY to United States Citizens

Faxes will not be accepted - Original Application Form and Supporting Documents must be received by the application deadline.

Please read the attached Application Instruction Sheet carefully before completing this form.

The following application materials must be submitted BY YOU in one packet (*see Application Instruction Sheet*):

- Application Form (*use only this official form - photocopies accepted - form cannot be recreated*)
- Personal Statement (*maximum two typed, double-spaced pages; 12-point type font; one-inch margins on all sides (NO EXCEPTIONS TO THESE GUIDELINES)*)
- Employment Data Form
- GRE Form (*for Graduate*) or SAT Form (*for Undergraduate*)
- Certification of Citizenship. Notorized copy of: 1. birth certificate; 2. certificate of United States citizenship; or 3. United States passport

The following application materials must be submitted by the appropriate institutions or individuals:

- Two letters of recommendation. See Instruction Sheet.
- Official Academic Transcript(s): from all undergraduate institutions attended, including school awarding the bachelor's degree (*if applicable*).
- Official Financial Aid Statement for your current academic year (*Undergraduate*) or senior year of college (*Graduate*). If you received Pell grants, please attach copies of the award documents. If you did not receive financial aid, please state reason on a separate sheet of paper.

1. NAME (*Last, First, Middle*)

2. CURRENT ADDRESS

Indicate date valid until (*mm-dd-yyyy*)

City

State

Zip Code

Day Telephone Number

Evening Telephone Number

E-Mail Address

3. PERMANENT ADDRESS

Residing with ☐ Parent (s) ☐ Spouse Name(s) _____

Street

City

State

Zip Code

Day Telephone Number

Evening Telephone Number

E-Mail Address

* Public reporting burden for this collection of information is estimated to average 2 hours per response, including time required for searching existing data sources, gathering the necessary data needed, providing the information required, and reviewing the final collection. In accordance with 5 CFR 1320 5(b), persons are not required to respond to the collection of this information unless this form displays a currently valid OMB control number. Send comments on the accuracy of this estimate of the burden and recommendations for reducing it to: U.S. Department of State (A/RPS/DIR) Washington, DC 20520.

4. FINANCIAL NEED - SOURCES OF FUNDS FOR 2002-2003 ACADEMIC YEAR (OR MOST RECENT ACADEMIC YEAR OF UNDERGRADUATE EDUCATION; indicate year) _____

(tuition, fees, room, board and books ONLY) - Estimate \$ amount

Self \$ _____ Parent \$ _____ Student Loans \$ _____ Need Based Scholarships/Grants \$ _____

Other \$ _____ Specify _____ TOTAL \$ _____

Did you receive Pell grants as an undergraduate? Yes ☐ No ☐ If yes, how much? \$ _____

Please attach Pell grant document(s) to verify.

5. EDUCATION:

(a) Undergraduate Education (list all institutions, with the most recent listed first)

College/University	City/State	Major	Cum GPA	Dates Attended
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Date or Expected Date of Graduation with Bachelor's Degree (mm/yyyy) _____

(b) Course Work and Grades - List all course work and grades in the following subjects:

English Courses:

1. Title _____	Grade _____
2. Title _____	Grade _____
3. Title _____	Grade _____

(Use additional sheet of paper if necessary for any courses)

Mathematics/Quantitative Courses:

1. Title _____	Grade _____
2. Title _____	Grade _____
3. Title _____	Grade _____

Science Courses:

1. Title _____	Grade _____
2. Title _____	Grade _____
3. Title _____	Grade _____

Economics/Business or Management Courses:

1. Title _____	Grade _____
2. Title _____	Grade _____
3. Title _____	Grade _____

Government/Political Science Courses:

1. Title _____	Grade _____
2. Title _____	Grade _____
3. Title _____	Grade _____

Foreign Language Courses:

1. Title _____	Grade _____
2. Title _____	Grade _____
3. Title _____	Grade _____

5. EDUCATION (GRADUATES ONLY - please fill out items 5(c) and 5(d))**(c) Graduate Education:**

If known, name of Graduate School you will attend in fall 2003: _____

(Attach admission letter and acceptance letter)

Expected program of study: _____

Expected graduation date: _____ Name of degree: _____

(Note: applicants must receive master's degree no later than September 2005.)

(d) Graduate Institutions to which you have applied - only U.S. institutions eligible:

(use additional sheet of paper if necessary.)

1. _____	Date Applied _____
2. _____	Date Applied _____
3. _____	Date Applied _____
4. _____	Date Applied _____

6. LANGUAGE PROFICIENCY**LEVEL OF ABILITY KEY**

Check the number to characterize your ability:

1 = Elementary 2 = Competent 3 = Native 4 = Scholarly

LANGUAGE(S)

READING

WRITING

SPEAKING

English _____

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

1 ☐ 2 ☐ 3 ☐ 4 ☐

7. LIST OF COLLEGE OR COMMUNITY HONORS AND AWARDS

1. Title _____	Year _____
2. Title _____	Year _____
3. Title _____	Year _____
4. Title _____	Year _____
5. Title _____	Year _____
6. Title _____	Year _____
7. Title _____	Year _____
8. Title _____	Year _____
9. Title _____	Year _____
10. Title _____	Year _____
11. Title _____	Year _____
12. Title _____	Year _____
13. Title _____	Year _____
14. Title _____	Year _____
15. Title _____	Year _____

8. EXTRACURRICULAR/COMMUNITY/VOLUNTEER AND LEADERSHIP ACTIVITIES

(Include volunteer and unpaid work experiences such as internships; describe any leadership roles in these activities) (Use additonal sheet of paper if necessary - see Application Instruction Sheet)

9. PERSONAL STATEMENT - Please Use Blank Sheets of White Paper.

(Read the Application Instruction Sheet carefully regarding the personal statement.)

10. I CERTIFY THAT ALL OF THE INFORMATION ENTERED ON THIS APPLICATION IS TRUE AND COMPLETE.

Signature of Applicant _____ Date (mm-dd-yyyy) _____

AUTHORIZATION TO RELEASE EDUCATION RECORDS: Under the Family Educational Rights and Privacy Act of 1974, you must sign a release before your program files can be used in any future evaluation study of this program. Any information in these files will remain confidential and only aggregate data on students will be released in study reports. Consideration of your application is not contingent on your authorization to release education records and your consent will have no bearing on the selection committee's decision.

I authorize the Woodrow Wilson National Fellowship Foundation to release information personally identifiable to me from the files and records maintained in connection with this application for the U.S. Department of State Thomas R. Pickering Foreign Affairs Fellowship Program. The information is to be released only to The Woodrow Wilson National Fellowship Foundation and the U.S. Department of State.

This authorization is provided pursuant to and in accordance with the Family Educational Rights and Privacy Act of 1974.

Signature of Applicant _____ Date (mm-dd-yyyy) _____